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PERS

73-0269

4 MAY 1973

MEMORANDUM FOR: Deputy Director for Management and Services

SUBJECT : Office of Personnel Report - Week Ending
4 May 1973Significant Events

1. Revision of Allowance Rates: After a delay of several weeks, the Department of State's Allowances Staff has undertaken a major revision of overseas allowance rates based mainly on dollar devaluation and exchange rate changes. In all but a few cases the effective date is 14 February 1973. Because the changes are so extensive, a 25-page State Department Airgram went out to all overseas posts within the last few days. We received advance copies of the Airgram which we furnished to [REDACTED] Significant rate changes have been made in the living quarters allowances, temporary lodging allowance, post allowance (cost-of-living) and travel per diem. However, no major rate changes were made in this year's educational allowances since most major expenditures for the school year were completed before dollar devaluation.

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2. Briefing of College Students: [REDACTED] Chief, Recruitment Division and [REDACTED] of the Office of Training met last night with 18 political science students and faculty members from a number of state colleges in Minnesota to brief them on the Agency and its mission. This group is spending the spring academic quarter in Washington visiting and interning at various Government agencies. [REDACTED] reported that the briefing was generally well received.

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3. Less Restrictive Policy: We sent to Records Control Branch a proposed revision of [REDACTED] Honor, Merit and Service Awards, which is designed to clarify the Regulation as it pertains to the retention of an award. This change should result in an increase in the number of employees who will be able to retain without delay awards presented to them.

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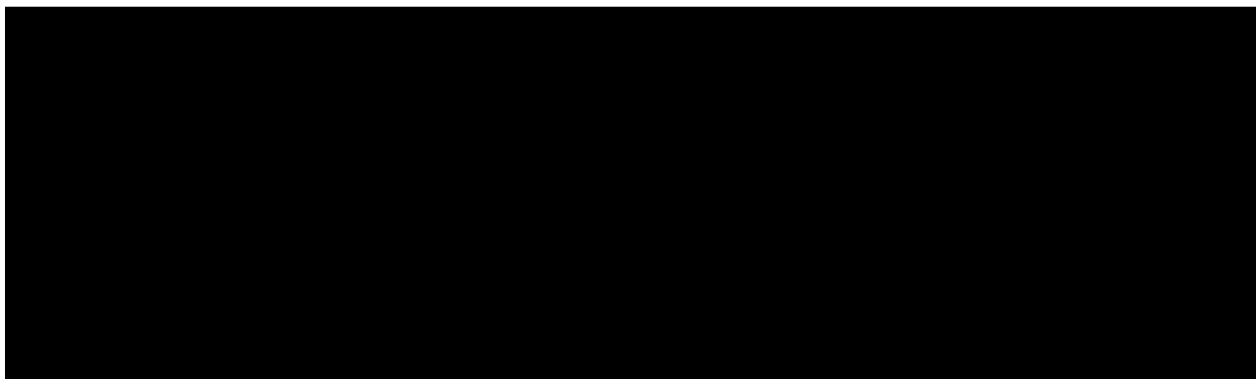
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4. Co-op Program: [REDACTED] Co-op Coordinator, attended the International Conference on Cooperative Education in New York last week. Almost 600 delegates attended. This large number reflects the ever-increasing number of schools who are establishing co-op programs. [REDACTED] reports that the Conference was worthwhile and that he picked up some ideas to further improve our co-op program.

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5. Cost-of-Living Increase: The Employee Bulletin of 23 April 1973 announcing a probable cost-of-living increase has resulted in a considerable number of inquiries and requests for annuity estimates.

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7. Position Management:

a. Approximately half of the positions in the Technical Services Division have been audited including staff and some contract positions. We do not expect that the move of TSD to the DDS&T will have an immediate impact on position levels. Therefore, we expect to complete the survey and develop a report as usual.

b. A survey is being conducted of the Technical Division of OC [REDACTED] This is a part of the overall OC survey.

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8. Reserve Affairs Speaker: Captain Andrew Serrell, U.S. Navy, a member of the faculty of the Industrial College of the Armed Forces, will address the members of the Agency's military reserve unit on Monday, 7 May 1973, on the topic "Problems of National Security." The meeting will be held in the auditorium at 1745 hours.

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9. Blood Donors: Agency employees contributed 177 pints of blood on 1 May. In April 153 pints were donated with 220 pints being donated in March.

Future Activities

1. Position Management: We will continue to work on the surveys of EUR, TSD, OER, OSR, the Office of Security and the Office of Communications.

2. EEO Briefing: We are arranging for the participation of Personnel Officers in the forthcoming Agency EEO Conference scheduled in mid-May. This will be an opportunity to hear first-hand the details of the Government's EEO program from the CSC officers in charge.

/s/Harry B. Fisher

Harry B. Fisher

Director of Personnel

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OD/Pers [REDACTED]:dpm (4 May 73)

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